



Permitted Use Site Plan
APPLICATION

240 East Gammon Road – Vineyard, Utah 84058 – (801) 226-1929

DATE: _____

NAME OF APPLICANT(S): _____

APPLICANT ADDRESS:

PHONE NUMBER: _____

FAX NUMBER: _____

CELL PHONE NUMBER: _____

EMAIL ADDRESS: _____

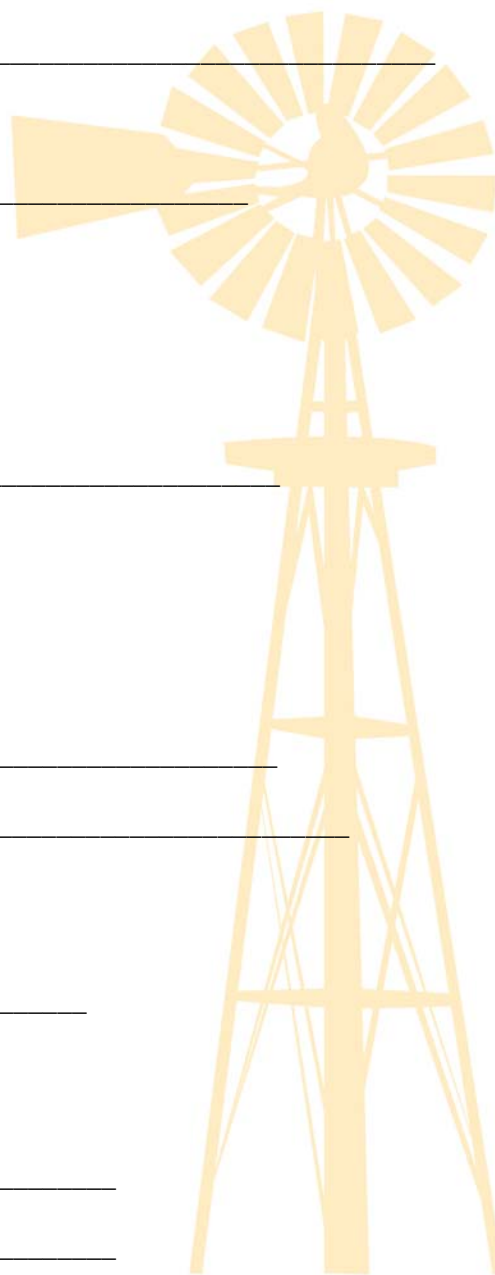
CURRENT ZONING DISTRICT DESIGNATION:

LOCATION/ADDRESS OF DEVELOPMENT SITE:

TOTAL ACREAGE OF PROPOSED OVERALL SITE: _____

NAME OF PROPERTY OWNER(S):

SIGNATURE OF APPLICANT(S):



FOR VINEYARD TOWN OFFICE USE ONLY:

DATE RECEIVED:	DATE DETERMINED COMPLETE:	FEES PAID:	DRC MEETING:

PROPERTY OWNER AFFIDAVIT

STATE OF UTAH }
 }ss
COUNTY OF UTAH}

I (we), _____, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I also acknowledge that I (we) have received written instructions regarding the process for which I (we) am (are) applying and the Vineyard Town Planning Staff have indicated they are available to assist me in making this application.

(Property Owner)

(Property Owner)

Subscribed and sworn to me this _____ day of _____, 20_____.

(Notary)

My commission expires: _____

.....
AGENT AUTHORIZATION AFFIDAVIT

I (we), _____, the owner(s) of the real property described in the attached application, do authorized as my (our) agent(s), _____, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the Town considering this application and to act in all respects as our agent in matters pertaining to the attached application.

(Property Owner)

(Property Owner)

Dated this _____ day of _____, 20_____, personally appeared before me _____, the signer(s) of the agent authorization who duly acknowledged to me that they executed the same.

(Notary)

My commission expires: _____

Site Plan Application Requirements Checklist:

- ☐ **1. Application Form.** A Site Plan Application shall be completed and submitted to the Planner. A Site Plan Application Form completed and signed by the owner(s) of the Subject Property, as identified on the property assessment rolls of Utah County, or authorized agent of the owner(s), of the lands proposed for the site plan. If the Application Form is signed by an agent of the owner(s), the Application Form shall be accompanied by an affidavit identifying the agent as being duly authorized to represent the owner(s) in all matters related to the Site Plan Application.
- ☐ **2. Copies of Site Plan.** Provide a minimum of five (5) copies in an 11x17 size of the proposed overall site design and layout with the Site Plan Application.
- ☐ **3. The Site Plan Application should include the following:**
 - _____ A preliminary layout of the proposed development site for the entire area meeting the minimum development standards required by the Vineyard Town Zoning Ordinance for the Zoning District in which the site is located; except, if in an approved Planned Development Overlay District provide the proposed development standards for lot area, lot frontage, lot width, and yard requirements desired.
 - _____ A preliminary layout of all streets including proposed rights-of-way widths, street lengths, and proposed street connections to all adjacent streets and adjoining properties. Provide any text or visual information to propose additional streetscape enhancements including lighting and signage.
 - _____ Provide information on proposed techniques and actions for the long-term protection and enjoyment of public open space areas, improvements to facilitate public access use, providing trails and walkways, or other improvements or enhancements.
 - _____ Provide information showing a consistent and overall design theme, such as unified architectural building styles, consistency in building materials, colors, height, type and quality or other features and amenities designed to add long-term attractiveness and quality to the project. Provide covenants, conditions, and restrictions (CC&R's) to provide sufficient guarantees.
 - _____ Provide information on proposed entry features, fencing, and additional landscaping, if applicable.
 - _____ Provide information of creative, or extraordinary design layout, including variation in lot sizes, and incorporate unique features and amenities for the benefit of the subdivision and community residents, not typically required.
 - _____ A North arrow, scale, and date of preparation.
 - _____ A vicinity map.
 - _____ The proposed development project name.
 - _____ Provide information consistent with Chapter 18 of the Vineyard Town Zoning Ordinances regarding building design features, architectural features, mechanical equipment, building location and orientation, building materials and colors, landscaping designs, walls, lighting and all other site planning design standards and guidelines.

SITE PLAN APPLICATION REVIEW PROCEDURES

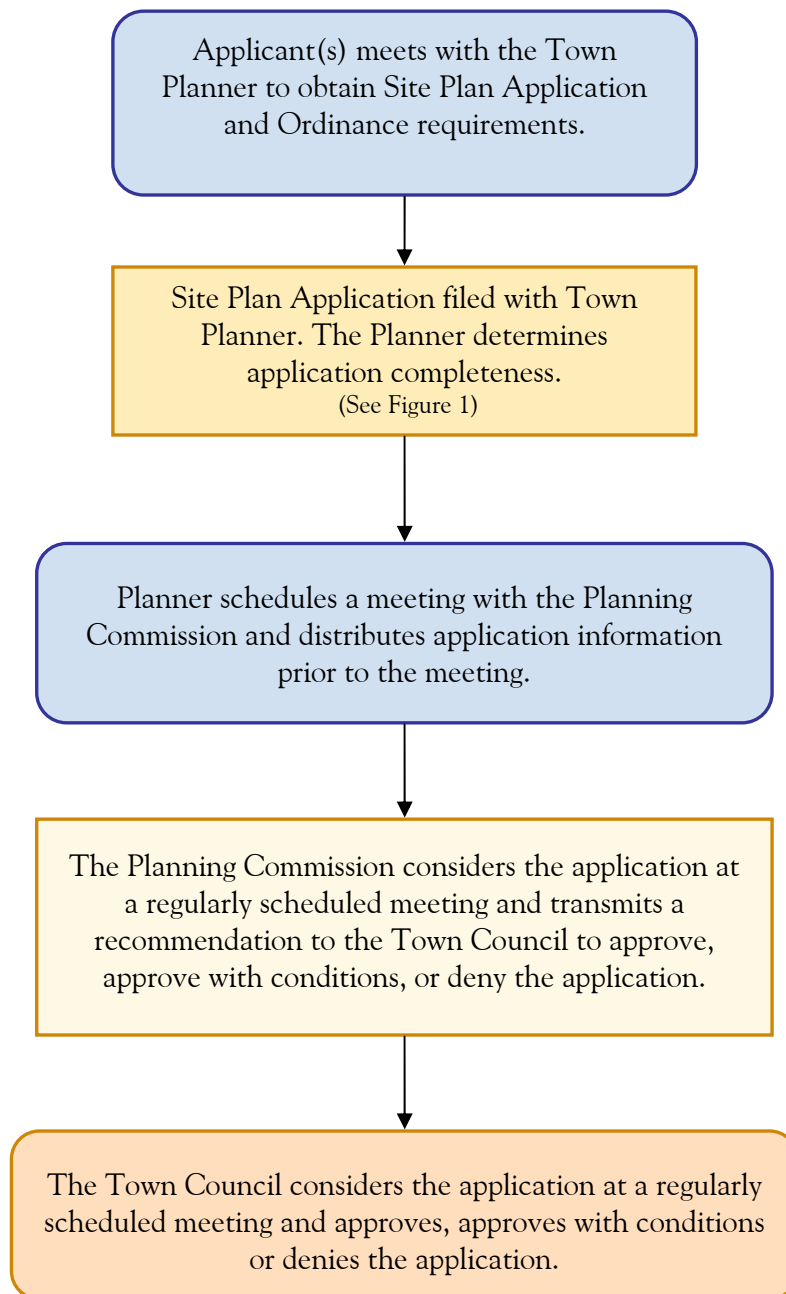


FIGURE 1
DETERMINATION OF APPLICATION COMPLETENESS PROCEDURES

